

**PORTLAND STATE UNIVERSITY - PERKINS LOAN PROGRAM**

**Head Start Teachers**

**Full-time Staff Members in a pre-kindergarten or child care program that is licensed or regulated by the State  
Qualified Professional Provider of Early Intervention Services**

*See Information and Directions on the back. This form must be signed by an official in the agency to certify the borrower's service.*

**PART I -- TO BE COMPLETED BY THE BORROWER**

Name \_\_\_\_\_ Acct. # \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_  
street city state zip telephone number work number

COMPLETE THIS SECTION IF YOU WILL BE EMPLOYED FULL-TIME FOR THE UPCOMING YEAR in a position that qualifies by the definition on the back.

Employer: \_\_\_\_\_ Job Title \_\_\_\_\_

Period of deferment: from \_\_\_\_\_ to \_\_\_\_\_  
month/day/year month/day/year

**IMPORTANT: YOU MUST ATTACH AN  
EMPLOYER CERTIFIED JOB DESCRIPTION**

I claim exemption from payment of principal and interest on my Perkins Loan during the **one year** period indicated above due to my employment as described on the second page (back). *I agree to notify the lending institution immediately upon termination of my employment .*

Signature \_\_\_\_\_ Date \_\_\_\_\_

COMPLETE THIS SECTION IF YOU HAVE COMPLETED A YEAR OF SERVICE in a position that qualifies by the definition on the back.

I was employed full time in a qualifying position and am requesting cancellation of my loan for a **one year** period

from: \_\_\_\_\_ to \_\_\_\_\_ Employer: \_\_\_\_\_  
month/day/year month/day/year

Job Title \_\_\_\_\_ If you have not already submitted an employer certified job description for this job, you must do so with this form.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**PART II - TO BE COMPLETED BY THE CERTIFYING AUTHORITY**

I certify that the information in Part I is true and correct.

OFFICIAL SEAL OR STAMP  
(If none, include signed letter of certification.)

Signature & Title \_\_\_\_\_ Date \_\_\_\_\_

Name of Organization \_\_\_\_\_

Address \_\_\_\_\_ (city/state/zip) Telephone number \_\_\_\_\_

**RETURN COMPLETED FORM TO: P.S.U. PO Box 202 Portland, OR 97207 - 0202**

**PART III -- TO BE COMPLETED BY THE LENDING INSTITUTION**

Rate: 15% per year

Principal canceled \$ \_\_\_\_\_

Signature and Title of Approving Official \_\_\_\_\_

Principal balance due after this transaction \$ \_\_\_\_\_

## INFORMATION AND DIRECTIONS

*This form will not be processed if:*     \_\_\_ borrower's name is missing/ \_\_\_ dates are missing or incorrect/  
  \_\_\_ Acct. No. is not listed/       \_\_\_ it is not certified

Payments for periods before the borrower qualifies for deferment/cancellation can not be canceled or deferred. No payment made during a period for which a borrower qualified for a cancellation may be refunded unless the borrower made the payment because of the school's error.

If you qualify for both, you may use this form for one year's cancellation and the next year's deferment. Make sure you get the correct dates in each section.

When the cancellation has been processed, a copy will be sent to the borrower for his or her records.

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No portion of any loan may be cancelled for services the borrower performed before the date the loan was disbursed, or during the same period he or she received the loan.

### Head Start

Schools may cancel up to 100% of a Perkins Loan if the borrower has served full time as a staff member **in the educational part** of a preschool program carried out under the Head Start Act.

The Higher Education Opportunity Act signed into effect on August 14, 2008 expanded the Head Start Teacher cancellation benefit to include full-time staff members in a pre-kindergarten or childcare program that is licensed or regulated by the State. *This cancellation benefit only applies to employment performed on or after August 14, 2008.*

### Early Intervention (for disabled infants/toddlers) Cancellation

Schools must cancel up to 100% of the outstanding balance on a Perkins Loan if the borrower has been employed full-time as a qualified professional provider of early intervention services in a public or other nonprofit program. "Early intervention services" are provided to infants and toddlers with disabilities.

*For the Department of Education's definition of "Infants and toddlers with disabilities" and "Qualified professional provider of early intervention services" see*

<http://ifap.ed.gov/fsahandbook/attachments/1112FSAHbkVol6Ch5.pdf> page 6-81

This cancellation applies to Perkins loans made on or after July 23, 1992. Perkins loans made prior to that date are eligible for cancellation for early intervention service that is performed on or after October 7, 1998.